

# AQD'S FOCUS ON DEPARTMENT OF HEALTH AND HUMAN SERVICES

## About The Acquisition Services Directorate

The Acquisition Services Directorate (AQD), a line of business within the U.S. Department of the Interior's National Business Center (NBC), provides a full spectrum of acquisition services to all Federal agencies. We help managers in every agency fulfill their missions by providing expert, compliant procurement solutions.

As an ISO 9001 certified organization, AQD has an outstanding track record of utilizing efficient business practices to ensure excellent service while delivering cost-effective contracts. We'll handle the complete acquisition lifecycle with experienced contracting officers, innovative technology, and value-added benefits.



## Our Knowledge and Expertise

During the entire project, you have the support of a highly skilled team of acquisition professionals who understand the complexities of the procurement regulations. We manage the whole process – from planning, soliciting and evaluating offers, to awarding and administering contracts, through closeout. Our Contracting Officers use all available options, including GSA Schedules, GWACs and IDIQs to fulfill customer requirements.

The Acquisition Services Directorate was selected by the Department of Health and Human Services (HHS) to award a complex, multi-faceted IT development contract in support of the National Children's Study (NCS).

Supporting the efforts of The National Children's Study isn't the first time the Department of Health and Human Services (HHS) has asked AQD for assistance in a high-profile, complex program. AQD supported HHS Head Start in awarding 46 contracts nationwide.

## Our Technology

By managing your budgets and bottom line with GovPay™, our state-of-the-art electronic invoicing system, you can review, approve and track invoices via the Internet. This allows for savings on paper, printing and postage costs. GovPay™ ensures accuracy and streamlines the billing process by reducing erroneous invoices and expediting contractor payments.

## Your Success

You benefit from our dedication to transforming the government procurement process. The expertise of our team and the quality results we bring to our clients will give you peace of mind and ensure success.

As a Federal acquisition shared services provider, focusing on the details is what the Acquisition Services Directorate does best, so you can concentrate on meeting mission requirements on time, every time.

## Some of the Clients We Serve

- Center for Disease Control
- National Cancer Institute
- National Institute of Health
- Office of the Secretary of Health and Human Services
- Substance Abuse and Mental Health Service Administration
- The Administration for Children and Families

To learn more about the  
Acquisition Services Directorate,  
visit us at [www.aqd.nbc.gov](http://www.aqd.nbc.gov)  
or call 703.964.8800





## Who We Are

A service-for-fee acquisition center  
Experienced, innovative Federal employees  
ISO 9001 certified organization

## How We Can Help You

Handle your acquisitions from project  
inception through closeout

Serve you efficiently, quickly and professionally

Monitor contracts to ensure compliance with Federal  
regulations and agency-specific rules

Keep you informed

## What You Should Do

Contact us today  
and we'll partner with you  
to fulfill your acquisition needs

## Where We Are

[www.aqd.nbc.gov](http://www.aqd.nbc.gov)  
[awareness@aqd.nbc.gov](mailto:awareness@aqd.nbc.gov)  
703.964.8800

